

**LETTER OF INVITATION**

**TITLE: Identification of food skills taught in skill-based healthy eating programs in secondary schools**

Dear Home Economics Professional,

You are invited to take part in a research survey about the food skills home economics teachers consider to be essential to be taught to students in secondary school skill-based healthy eating programs. The project is being conducted by me as part of a PhD thesis in the School of Health Sciences at the University of Wollongong. Ethics approval has been granted on 30 September 2009.

As a member of your professional association you have received an email inviting you to complete a survey online. The survey consists of a series of questions and allows space for written comments. It is designed to take approximately 20-30 minutes. As a member of the teaching profession, I understand how busy you are so the survey is designed so that you are able to enter and exit and re-enter the survey over several occasions.

By participating in this research project you will have the opportunity to express your professional opinion about the essential food skills that should be taught to secondary students to ensure that they are equipped with essential life skills to live healthy independent lives. The results of this survey will generate vital data which will help to establish what essential food skills should be taught in secondary schools throughout Australia.

The survey has the potential to provide the home economics profession with an evaluation of existing skill-based healthy eating programs throughout Australia. This data may then assist the home economics profession in making recommendations to appropriate authorities about food skills based curriculum.

Please see attached the Plain Language Statement including a list of Frequently Asked Questions for you to consider before deciding whether to proceed with this survey. Of course your participation in the survey is entirely voluntary. Please complete this survey within two weeks of receiving it. One reminder notice will be sent to you after the two weeks has lapsed.

I do hope that you will be able to participate in this project and look forward to your online responses.

The formal team of investigators for this project are

Professor Tony Worsley Assoc.Prof. Heather Yeatman Sandra Fordyce-Voorham

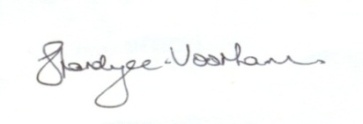
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Thank you for your interest,



Sandra Fordyce-Voorham



**PARTICIPATION INFORMATION SHEET FOR TEACHER SURVEY**

This Participation Information Sheet contains detailed information about the research project being conducted by the University of Wollongong. Its purpose is to explain to you as openly and clearly as possible all the procedures involved in this project before you decide whether or not to take part in it. If you have any questions about the project, please ask one of the investigators.

**Frequently Asked Questions**

WHO IS INVOLVED IN THIS RESEARCH PROJECT? WHY IS IT BEING CONDUCTED?  
The primary researcher for this project is Sandra Fordyce-Voorham, a PhD student of Health Sciences at University of Wollongong. Professor Tony Worsley, Professor of Public Health is supervising the project. Associate Professor Heather Yeatman Associate Professor of Public Health is the assistant supervisor for this project.

This research project is being conducted as part of a PhD study investigating and evaluating skill-based healthy eating programs in secondary schools. This project has been approved by the University of Wollongong’s Human Research Ethics Committee and by the Board of Home Economics Victoria/ Council of the Home Economics Institute of Australia.  
  
WHY HAVE YOU BEEN APPROACHED?  
You have been approached as a member of the home economics teaching profession to complete an online survey. Your professional organisation has granted the researcher permission to contact you through its current database and request your participation in this research project.  
  
WHAT IS THIS PROJECT ABOUT? WHAT ARE THE QUESTIONS BEING ADDRESSED?  
This research project aims to gather information from home economics teachers about what they consider to be the essential food skills required to be taught to students in secondary school skill-based healthy eating programs. Specifically, we are interested in how these identified food skills are linked to improving the eating behaviours of young people now and in the future. We would like to know if the skills learnt at school are practiced at home and used later when young people choose to live independently and are required to shop, prepare and cook food for themselves.

IF I AGREE TO PARTICIPATE, WHAT WILL I BE REQUIRED TO DO?  
As a member of a home economics professional organisation you have received an email inviting you to complete a survey online. The survey consists of a series of questions and allows space for written comments. The survey is designed to take approximately 30-40 minutes.   
  
WHAT ARE THE RISKS OR DISADVANTAGES ASSOCIATED WITH PARTICIPATION?  
Apart from the 30-40 minutes of your time to complete the survey, we can foresee no risks for you. Your involvement in the study is voluntary. Refusal to participate in this project will not affect your relationship with the University of Wollongong or your professional association.

WHAT ARE THE BENEFITS ASSOCIATED WITH PARTICIPATION?  
By participating in this research project you will have the opportunity to express your opinion about the essential food skills required to be taught in Australian secondary schools so that our students are equipped with essential life skills to live healthy independent lives.

The results of this survey will generate vital data which will help to establish what essential food skills should be taught in secondary schools throughout Australia. They will be combined with findings from similar surveys conducted with food experts in other studies to propose essential food skills for secondary school aged students.

The results of this survey also have the potential to provide the home economics profession with an evaluation of existing skill-based healthy eating programs throughout Australia. This data may then assist the home economics profession in making recommendations to appropriate authorities.  
  
WHAT WILL HAPPEN TO THE INFORMATION I PROVIDED?  
Any information obtained in connection with this project and that can identify you will remain confidential (solely to the named investigator and named supervisors). It will only be disclosed with your permission, except as required by law. In any publication, information will be provided in such a way that you cannot be identified. You will be fully briefed about the survey process and may preview the survey questions in advance of undertaking the survey by contacting Sandra Fordyce-Voorham sfordyce@mentonegirls.vic.edu.au. Data collected will be de-identified in order to protect participants’ confidentiality and will be stored securely in the researcher’s password-protected computer. The results will be disseminated in a study submitted as part of the researcher’s PhD thesis. The research data will be kept securely at the University of Wollongong for a period of 5 years before being destroyed.

SECURITY OF THE WEBSITE  
Users should be aware that the World Wide Web is an insecure public network that gives rise to the potential risk that a user's transactions are being viewed, intercepted or modified by third parties or that data which the user downloads may contain computer viruses or other defects. However the use of SSL encryption in this survey reduces this risk.  
  
SECURITY OF THE DATA  
This project will use an external site to create, collect and analyse data collected in a survey format. The site being used is SurveyMonkey.com. If you agree to participate in this survey, the responses you provide to the survey will be stored on a host server that is used by SurveyMonkey.com. Terms and Privacy conditions may be found by scrolling down to the bottom of the page on [www.surveymonkey.com/monkey\_Terms](http://www.surveymonkey.com/monkey_Terms). For extra security this site has been SSL encrypted. No personal information will be collected in the survey so none will be stored as data. Once data collection and analysis has been completed, the data collected will be imported to the University of Wollongong’s server where it will be stored securely for a period of five (5) years. The data on the SurveyMonkey.com host server will then be deleted and expunged.  
  
ETHICS REVIEW AND COMPLAINTS

This study has been reviewed by the Human Research Ethics Committee (Social Science, Humanities and Behavioural Science) of the University of Wollongong. If you have any concerns or complaints regarding the way this research has been conducted, you can contact the UoW Ethics Officer on (02) 4221 4457.

CONSENT

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| You are invited to save and or print the Plain Language Statement.  I have read the Plain Language Statement above and I agree to participate in this research project (please click next to access the survey – [http://www.surveymonkey.com/s.aspx?sm=BpCvOdqZM7ij202GFx10IA\_3d\_3d](https://intranet.mentoneggs.vic.edu.au/exchweb/bin/redir.asp?URL=http://www.surveymonkey.com/s.aspx?sm=BpCvOdqZM7ij202GFx10IA_3d_3d)  I DO NOT agree to participate in this research project (please click next to exit this website) |